



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

MEMORANDUM

DATE: February 4, 2003

TO: Technology Center Directors

FROM: */s/ Stephen G. Kunin*
Stephen G. Kunin
Deputy Commissioner for Patent Examination Policy

SUBJECT: Alert! Amendments May Now Be Submitted in Revised Format

Patent Corps personnel may soon see amendments presented in a revised format. This is because the United States Patent and Trademark Office ("Office") is now permitting applicants to submit amendments in a revised format as set forth in *AMENDMENTS IN A REVISED FORMAT NOW PERMITTED*, ___ *Off. Gaz. Pat. Office* ___ (February 25, 2003), available on the USPTO web site at <http://www.uspto.gov/web/offices/pac/dapp/opla/preognotice/revamdtprac.htm>. The revised amendment format is essentially the same as the amendment format that the Office is considering adopting via a revision to 37 CFR 1.121 (Manner of Making Amendments). The revision to 37 CFR 1.121 (if adopted) will simplify amendment submission and improve file management. The Office plans to adopt such a revision to § 1.121 by July 2003, at which point applicant's compliance with revised § 1.121 will be mandatory.

Training shall be given to the Technical Support Staff on how to process amendments submitted per the revised amendment practice, or some variation thereof. The training is expected to be given in March 2003. If an amendment is submitted under the revised practice prior to the training, **do not hold it as non-compliant**. If processing cannot be deferred until the training is received, contact any of the Office of Patent Legal Administration (OPLA) legal advisors listed at the end of this memorandum.

In addition to the *Official Gazette* notice, applicants are being invited, to voluntarily submit amendments using the revised format, through flyers inserted with each out-going Office Action mailed during the period of February 5, 2003 – March 31, 2003. The flyer instructs applicants in the procedures to be used to comply with the revised format for amendments to the claims, specification, and drawings. **A copy of the flyer is included herewith for your information.**

Further Assistance: Any questions regarding the submission of amendments pursuant to the revised practice should be directed to OPLA Legal Advisors, Elizabeth Dougherty (Elizabeth.Dougherty@uspto.gov), Gena Jones (Eugenia.Jones@uspto.gov) or Joe Narcavage (Joseph.Narcavage@uspto.gov). Alternately, you may send e-mail to "Patent Practice", the OPLA e-mail address that has been established for receiving queries and questions about patent practice and procedures or telephone OPLA at 703.305.1616.

Attachment: Flyer – *Amendments May Now Be Submitted in Revised Format*